

GREATER MANCHESTER COMBINED AUTHORITY

Date: 26th March 2021

Subject: GM Devolved Adult Education Budget (AEB) Year 1 update and Next Steps

Report of: Councillor Sean Fielding, Portfolio Lead for Digital, Education, Skills, Work and Apprenticeships and Joanne Roney, Portfolio Lead Chief Executive for Education, Skills, Work and Apprenticeships.

PURPOSE OF REPORT:

- To provide members with an overview of the first academic year (2019/2020) of GM's devolved Adult Education Budget (AEB).
- Update on progress of the second year 2020/2021.
- Set out plans for the 2021/2022 academic year.

RECOMMENDATIONS:

The GMCA is requested to:

1. Consider and note the updates, set out in Sections 2 & 3.
2. Note the planned approach for the commissioning of the National Skills Fund Adult Level 3 offer, as set out in Section 4. 3 of the report and grant delegated authority to the GMCA Treasurer, in consultation with the Lead Member and Lead Chief Executive for Education, Skills, Work and Apprenticeship (subject to considerations around any conflicts of interest which might arise), to take forward the AEB commissioning of the National Skills Fund Adult Level 3 offer, for both existing AEB skills providers and the procured element, to the contract award as set out in section 4 of the report.
3. Agree that the GMCA Treasurer, in consultation with the Lead Member and Lead Chief Executive for Education, Skills, Work and Apprenticeship (and subject to considerations around any conflicts of interest which might arise), be granted delegated authority to take forward the AEB commissioning of the National Skills Fund Adult Level 3 offer, for both existing AEB skills providers and the procured element, to contract award as set out in section 4.
4. Approve the proposed indicative allocations and subsequent expenditure for the GM grant-funded further education institutions and contract for services skills providers and to grant delegated authority to the GMCA Treasurer to agree any minor changes that

<u>BOLTON</u>	<u>MANCHESTER</u>	<u>ROCHDALE</u>	<u>STOCKPORT</u>	<u>TRAFFORD</u>
<u>BURY</u>	<u>OLDHAM</u>	<u>SALFORD</u>	<u>TAMESIDE</u>	<u>WIGAN</u>

arise during discussions between each institution and GMCA, as set out in Section 5 & Annex 5 of the report.

5. To approve the proposed indicative allocations and subsequent expenditure for the GM grant-funded local authorities and to grant delegated authority to the GMCA Treasurer to approve any minor changes that arise in the course of discussions between each local authority and GMCA, as set out in Section 5 & Annex 6 of the report.

CONTACT OFFICERS:

Gemma Marsh, Director of Education, Skills and Work, GMCA; Email address: Gemma.marsh@greatermanchester-ca.gov.uk

Sharon Kelly, Senior Principal Skills Manager, GMCA; Email address: Sharon.kelly@greatermanchester-ca.gov.uk

Equalities Implications:

Equality implications are continually monitored throughout the lifetime of the funding, with AEB aimed to support all GM residents. Diversity and inclusion is a central part of the AEB funding and initiatives within the overall programme are designed to engage those excluded.

Paragraph 1.1: Gaining a better understanding of residents' barriers to accessing adult education and skills provision and working collaboratively with local authorities, stakeholders and out skills providers to respond directly to local challenges and remove these barriers to learning.

Climate Change Impact Assessment and Mitigation Measures – Will be continually monitored

Risk Management:

GMCA's Education, Skills and Work Directorate will continue to work with the selected providers to ensure comprehensive processes are in place to identify and mitigate risks, including managing the performance of the delivery, linked to the Devolved AEB Funding and Performance Management Rules, which includes audit and compliance procedures and risk ratings applied to individual providers during the year.

Legal Considerations:

GMCA's Education, Skills and Work Directorate will continue to work with the legal support from MCC, to ensure all contractual documents are appropriate and in place for the academic year.

Financial Consequences – Revenue:

Revenue funding is taken from the Adult Education Budget, which is received on an annual basis each financial year.

Financial Consequences – Capital: Not applicable

Number of attachments to the report:? 0

Comments/recommendations from Overview & Scrutiny Committee

Short paragraph to be included here:

BACKGROUND PAPERS:

The following is a list of the background papers on which this report is based in accordance with the requirements of Section 100D (1) of the Local Government Act 1972. It does not include documents, which would disclose exempt or confidential information as identified by that Act.

- 21. Greater Manchester's Adult Education Plan for the Academic Year 2020/2021 (May 2020)
<https://democracy.greatermanchester-ca.gov.uk/documents/s7600/GMCAAEBAAllocations.pdf>

TRACKING/PROCESS		
Does this report relate to a major strategic decision, as set out in the GMCA Constitution		Yes
EXEMPTION FROM CALL IN		
Are there any aspects in this report which means it should be considered to be exempt from call in by the relevant Scrutiny Committee on the grounds of urgency?		No
GM Transport Committee	Overview & Scrutiny Committee	
Not applicable	[Date considered by the relevant Overview & Scrutiny Committee]	

1. INTRODUCTION

1.1 Devolution of the Adult Education Budget (AEB) is a long-term journey of change that will deliver positive outcomes for more of the region's residents. For the first year of this journey, the main aims have been:

- To work much more closely with the provider base to develop improved analysis of learner journeys, with a focus on positive outcomes and progression, and understanding whether the activity improves an individual's employability and quality of life.
- Create a more place-based approach to the delivery of adult skills, recognising that for all of the ten local authorities, the supply and demand for skills is different, and that a 'blanket approach' to providing education and skills provision will not achieve the ambitions for increased productivity and better outcomes for residents.
- Work with partners, local authorities and internal colleagues in the Industry Skills and Labour Market Intelligence Team to better respond to employer skills/talent needs, specifically in the growth and foundation economy sectors outlined in the GM Local Industrial Strategy.
- Gaining a better understanding of residents' barriers to accessing adult education and skills provision and working collaboratively with local authorities, stakeholders and skills providers to respond directly to local challenges and remove these barriers to learning.

1.2 Over time, and with systemic improvements across the whole education, work and skills landscape we envisage making a long-term shift in emphasis away from the traditional view that AEB focusses on 'second chance' essential skills, towards one that ensures residents and businesses can keep pace with changes in the labour market and in the global economy at all levels. This longer-term shift in emphasis will be one of the key measures of success for Greater Manchester's devolved Adult Education Budget. Devolution allows the GMCA to strengthen the strategic focus of education, work and skills provision for adults – recognising the important proactive role that can be played by skills providers, not as passive recipients of skills funding but as key strategic planning and delivery partners at the heart of the communities, places and economies they serve.

2. Academic Year 2019/2020 - What has been achieved?

2.1 As stated, the **plan for the first year** of the devolved AEB was to develop close relationships with all providers, and establish strategic, place-based partnership networks to allow providers to be more involved in strategic discussions about the supply and demand for skills at a local level. This meant that they could then use this local information to respond to challenges and offer the right skills and training to meet local economic need.

2.2 In the first year over 51,000 GM residents accessed over 114,000 devolved AEB funded courses, with over 93,000 of these completed during 2019/2020. Table 1 below provides a breakdown of the percentage of residents and the courses accessed by district. A split by sector skills area and level for GM is included in Annex 1. Given the impact Covid 19 had on face-to-face learning this is a real achievement that so many residents continued to make a positive impact on their learning.

Table 1: GM AEB Residents & Course Enrolments by District, 2019/20 (R14 ILR Data)

District	% of Total Residents	% of Total Course Enrolments
Manchester	28%	33%
Bolton	12%	11%
Oldham	12%	10%
Salford	9%	9%
Rochdale	9%	8%
Wigan	7%	7%
Tameside	7%	7%
Bury	6%	6%
Stockport	5%	5%
Trafford	4%	4%
TOTAL	100%	100%

- 2.3 Skills providers were expected to develop a place-based curriculum offer, responding to the strategic priorities identified by GMCA and Local Authorities. Local strategic partnership networks were set up to encourage providers to work more closely with Local Authorities and other stakeholders to respond directly to local need.

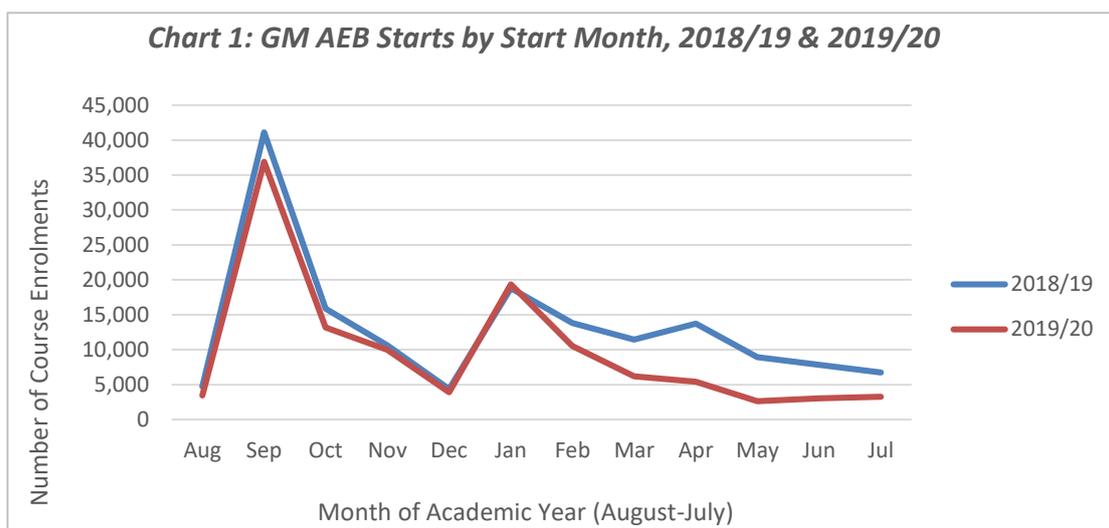
Example of local collaboration:

In Salford, AEB providers have joined the Salford IAG network which links over 100 organisations throughout Salford to support skills, wellbeing and employment opportunities for Salford residents, with prospects for cross-working and referrals. **This has resulted in Salford residents studying on an AEB course receiving a full wrap-around service of local support** if needed due to AEB providers having a greater awareness of the local services offered. *More examples of how this has worked well in other areas can be found in Annex 2.*

- 2.4 When the **Covid-19 pandemic** started, classroom and other face-to-face learning had to stop. In order to continue to support the provider base during this difficult and uncertain time, a number of initiatives were put in place to ensure providers could continue to deliver wherever possible. These initiatives included:
- **Moving delivery online** wherever possible and ensuring providers utilised learner support funding to equip learners with the necessary IT equipment.
 - **Implementing an Addendum** to the Funding & Performance Management Rules which included allowing providers to deliver to residents on furlough and those at risk of redundancy due to the Pandemic.
 - **Developing a suite of programmes** that responded directly to the skills challenges as a result of Covid-19. Additional funding was made available for providers who wished to respond to the challenges. These programmes were:
 - Supporting Safe Returns to Work: supporting businesses to provide health & safety and risk assessment training to staff to enable safe returns to work;

- Rise of the Keyworker – Skills Pathway Programme: upskilling and reskills unemployed residents to enable them to enter keyworker roles in critical sectors; and
- Short Retraining Programme: short, intensive skills provision codesigned with employers to support residents to retrain quickly.
- **Making over £2m of capital funding available** for 81 skills providers including the supply chain, to purchase kit and equipment to both assist with the delivery of online learning (for example laptops and tablets for learners) and to make their buildings Covid-19 secure.
- **Investing £1.5m in local authorities** to support overcoming barriers to accessing Adult Learning. This was shared evenly across all GM Local Authorities and split into four areas of activity: Alleviating Barriers to Adult Education, Supporting Digital Inclusion and ESOL. An additional £500,000 from the Local Growth Fund (LGF) supported 10x Digital Kit & Connectivity Projects across the Local Authorities. Initiatives are now underway (outline of funded activities can be found at Annex 3). Initial highlights include:
 - Major **collaboration between 7x Local Authorities** to launch the GM ESOL Advice Service
 - **26** new jobs created
 - Over **2000** pieces of Digital Kit & Connectivity bought to support 1000s of residents
 - Working with up **100** VCSE organisations to support the **hardest to reach** residents

2.5 Covid-19 has impacted on the delivery of AEB, particularly with a decrease in residents enrolling on courses, in the run up to and during the final term of the academic year. *Chart 1* below compares the number of courses residents have started by month, with the previous year of adult education. The chart reflects that devolved delivery in 2019/2020 was for the majority of months very similar to the previous year and the fall in new starts on courses began from February 2020, as



providers started to see Covid-19 have an impact. Numbers of residents enrolling increased very slowly from May 2020 onwards where these related to the initiatives outlined above in paragraph 2.4.

2.6 In relation to the funding, devolved AEB providers delivered 88% of actual learning in 2019/2020, even though the COVID-19 pandemic caused all learning environments

to close for the latter part of the academic year. This reflects the work and commitment from our provider base, to ensure the residents are supported and offered the learning they require. The GMCA took the approach to cover the provider base and cover costs, whether this be by actual delivery or via an Open Book Accounting process. This resulted in 98% of the overall allocation being paid, as outlined in *Table 2* below. It should also be noted that these figures cannot show the pastoral support given to residents throughout this time as it is not captured via the data system. GMCA have worked with all providers to understand what additional support was given to residents which accounts for the increase in funding provided to them.

Table 2: GM AEB Allocation (£m)

Committed for 2019/2020 £m	Actual Funds Paid for 2019/2020 £m	As a % of Allocation
90.34	88.66	98.14%

3. Academic Year 2020/2021 - Continued Long term ambition for AEB

3.1 In early February 2020, DfE confirmed the GMCA AEB budget for the **2nd academic year (2020/2021)** as £96.2m, a 4% increase on the budget for 2019/20. Outlined in the GMCA Adult Education Plan for 2020/2021 May 2020 paper, AEB would support further changes to delivery linked to the Local Industrial Strategy and respond to key policy areas (including Covid-19 Recovery). These changes include:

- **Maintaining those flexibilities** implemented in the first academic year.
- **Utilising AEB as a vital element of a flexible and coordinated recovery package in response to the Covid-19 pandemic**, focusing on supporting key workers/essential services and harnessing the potential of temporary volunteers.
- **Developing packages of learning** that supports residents onto training pathways with a line of sight to key worker occupations/priority sectors.
- **Supporting priority cohorts of individuals** through closer policy links across the CA, building on the GM model for unified public services and using funding flexibilities to tailor support, for example offenders in the community, vulnerable and marginalised women and workers in GM's night-time economy.
- **Maintaining the increased focus on place**, working closely with local authorities to ensure that residents, businesses and community needs are being met, particularly within the context of Covid-19, with an emphasis on socially isolated residents and digital inclusion.
- **Maintaining stability with skills providers and colleges.**
- **Creating clear lines of sight and training pathways** into and within GM's frontier and foundation sectors by aligning AEB with the ESF Skills for Growth programme and linkages to other GM work and health activity.

3.3 As referred to in the final bullet point above '**Creating clear lines of sight and training pathways**', in line with GM's Local Industrial Strategy the GMCA team are aligning adult skills provision at Level 3 with the growth and foundation sectors, to

ensure that GM residents are able to move into suitable employment. Using devolved AEB, and working closely with the colleges and provider network, a specific **Greater Manchester Level 3 Qualification list has been developed** which links directly to occupations within the LIS growth and foundation sectors and also supports the response to the recovery from Covid-19.

- 3.4 The GMCA team now begun to take forward the first 'Innovative and Responsive' activity, with a minimum of £1.7m of AEB funds to fully fund these qualifications and support more residents in progressing their skills (summary list of qualifications, target sectors; proposed eligibility criteria for residents & the approach to commissioning can be found in Annex 4). The team will continue to review the list, as we understand more about the skills demand within each of the LIS sectors and take in to account national policy changes.
- 3.5 With the impact of Covid-19 continuing the GMCA team have aimed to **maintain stability with skills providers and colleges**. GMCA has continued to have a focus on provider stability for 2020/2021 and has worked positively with the provider base, including work to support the continuing COVID-19 response. This was outlined in a letter of comfort issued to all AEB providers in April 2020, which covered a period of twelve months.
- 3.6 Since the start of the academic year, the GMCA team have continually monitored the impact of the Pandemic on the delivery of adult education provision, ensuring the providers followed national guidance for social distancing and staying safe. During January and February 2021, the Contracts and Performance Team met with all AEB lead providers (grant- funded and procured) to discuss:
 - Delivery for the first key milestone (August to November 2020)
 - Projected delivery and end of year position
 - Status of provision, and whether this was all online etc.
 - Impact on learners
 - What is working / not working well / barriers to delivery etc.
- 3.7 These meetings have enabled the GMCA team to get a better understanding of how all the AEB providers are managing differently the impact of Covid-19. The aim is to continue to support the AEB providers and the GMCA team are currently putting in place additional flexibilities and support to ensure both residents continue to be engaged and offered adult education and providers are also recognised for the different support they may have put in place and continue to need during key points throughout the Pandemic.
- 3.8 As the twelve-month period is now coming to an end and as outlined within the Government's roadmap to ease lockdown restrictions, i.e. adult learners will be able to return on site from 8th March. Providers will want to judge the right balance between on-site and remote delivery for adult learners to continue to provide high quality education and training.
- 3.9 Linked to another GMCA report for March 2021 elsewhere on this agenda - *Covid-19 Contingency support measures for GM Work & Skills Programmes* and following legal advice and the GMCA team will confirm with all AEB providers the end of the event in terms of AEB funding is 31st March 2021, along with guaranteeing funding for the period August 2020 to March 2021, the same approach taken for 2019/2020 at the

start of the Pandemic (equating to 67% of the overall contract / grant allocation for 2020/2021).

3.10 From the 1st April 2021 GMCA will return to aligning delivery to the Individualised Learner Record (ILR) data system and the wider claims process. GMCA's Performance Management processes will be reinstated from this point in line with the Devolved AEB Funding & Performance Management Rules Section 4. Throughout the meetings with each AEB provider the team ensured providers were aware of existing ILR flexibilities and what support / learning could already receive funding. Additional to these GMCA will:

- Provide access to further additional ILR flexibilities i.e. expanding AEB to fund other training e.g. Mental Health, home schooling for parents etc. through updated Funding & Performance Management Rules for 2020/2021;
- Give all AEB providers the opportunity to draw down a percentage of their allocation to cover costs relating to 'Covid-19 Learner Support', i.e. pastoral care, support for additional hardship funds etc.
- Open a process to providers to allow the opportunity to submit a business case to show actual cost and activity, up to the maximum of their funding allocation.

3.11 GMCA will work with providers to ensure the end of year final claim is completed which will include all fair and actual costs and will take in to account the different payment processes for grant and procured.

- Grant-funded providers will not have their funds recovered after the year end. Funds in 2020/2021, which have been paid but not evidenced (using actual ILR, manual claims, business case), will be ringfenced. The intention will be to utilise these funds in addition to the allocations for 2021/2022, on targeted provision to meet local challenges, as agreed with GMCA.
- Procured providers will continue to be paid on actual for 2020/2021. Where providers have not spent their full allocations, GMCA will carry over any underspend in to 2021/2022. The intention will be to utilise these funds in addition to the allocations for 2021/2022, on targeted provision to meet local challenges, as agreed with GMCA.
- GMCA will expect that any funds ring-fenced as outlined above will need to be spent in the 2021/2022 academic year and will not be rolled over in to 2022/2023. It will be intended to offer targeted support to respond to the ongoing impacts and inequalities caused by Covid-19.

3.12 GMCA will in addition to the above arrangements support those providers who over deliver in 2020/2021, based upon the actual ILR, and manual claims at the end of year final reconciliation. This will be a similar approach to the ESFA's 3% over delivery, which GMCA will confirm, prior to the year end.

4. National Skills Fund Adult Level 3 offer

4.1 The Government introduced its Lifetime Skills Offer in December 2020 and as part of this approach GM has been allocated a further devolved & ring-fenced £8.3million (April 2021 to July 2022), to deliver and manage the **National Level 3 Adult offer**.

4.2 From April 2021, any adult aged 24 and over who wants to achieve their first full level 3 qualification, which is equivalent to an advanced technical certificate or diploma, or 2 full A levels, will be able to access a restricted list of fully funded courses. Additional to this 19- to 23-year-olds will continue to be eligible for their first full level 3 via the devolved AEB, and any additional qualifications made available through this offer.

This is a shift away from making residents use the loan fund for learning so should stimulate more demand for access to L3 qualifications which are crucial as set out in the LIS.

- 4.3 The qualifications on offer from this national perspective will deliver a wide range of skills in many jobs and sectors. Through our work undertaken to establish the **Greater Manchester Level 3 Qualification list** (outlined in paras 3.3 & 3.4 above), we have taken into account what is already on the national list i.e. certain sectors engineering; building & construction; digital etc. We have currently decided to exclude these qualifications from the local list, until we understand how they fit and meet the need of GM employers. We do not want to exclude residents from accessing these as they are still relevant e.g. in the digital sector the practitioner qualifications would still be relevant, and will complement the GM qualifications. Where residents who are eligible access these qualifications the funds come via the national pot and the local devolved funds could be used to enhance and add further value to the national qualifications.
- 4.4 Nationally, as we are doing locally, the qualifications list will be kept under review to ensure that it responds to changing labour market needs and Mayoral Combined Authorities and the Greater London Authority will be able to suggest additions to the list through the qualifications funding approval process if they meet the criteria. Hence we would look to add relevant qualifications from our list, if they met the national criteria, to use the national funds for these in place of local funds, and continue to review our local list.
- 4.5 To ensure GM residents do have access to this offer we will manage the deliver and funding in the same way we do for the existing devolved AEB funding. We will work with all our existing AEB providers, requesting information that will assist in allocating funding to meet demand for these qualifications.
- 5.6 Once we understand the level of offer and any gaps in relation to the qualification list, we will, using the new Work and Skills Flexible Procurement System (FPS), carry out a comprehensive commissioning process to ensure all qualifications on the National Skills Fund list are made available to GM residents. This may result in new providers being contracted to deliver the national list.

5. Academic Year 2021/2022

- 5.1 GM AEB will continue to deliver changes which will support delivery of the LIS, COVID19 Recovery Plan and the Local Skills Report/Labour Market Plan. We will continue to develop and implement a range of GM and locally focused initiatives, aligned with ongoing policy developments and supporting evidence to target over and above the main statutory entitlements of the AEB requirements.
- 5.2 GM AEB will continue the grant funded approach for the FE Colleges and Local Authorities and GMCA will continue with procured providers which were commissioned in pre-2019/2020, whilst also preparing for an additional limited amount of procurement during 2021/22.
- 5.3 In early February 2021 DfE confirmed the 2021/2022 GMCA AEB budget as being £96.2m for the academic year. This figure is calculated using performance data from

the 2017/18 academic year. The confirmed budget represents a slight decrease of £58,907 on GMCA's 2020/21 allocation, due to the removal of funds relating to the National Retraining Scheme, however GM's devolved area proportion (% share) has seen a slight increase from the 7.19% 2020/21 to 7.21% from 2021/22 onwards. This is due to arrangements with four nationally funded providers comes to an end on the 31 July 2021. The funding percentage reflects this change.

- 5.4 GMCA approved a 2-year stable approach for Grant funded providers to bed in the GMCA approach to AEB and a 1+1+1 approach for procured contracts, subject to performance and affordability. It is proposed given the continued economic shock we face at present that GMCA extend for the majority of grant funded and procured providers the same allocations in to this third year (in addition to the 20/21 remaining allocation as set out in paragraph 3.11), ensuring performance management in year where appropriate.
- 5.5 For all AEB providers we have looked at past performance, taking in to account the impact Covid19 has had on delivery, plus how allocations were agreed upon for the first year (2019/2020). GMCA are working with a small number of providers to understand their previous and current performance and projected final end of year position, as to whether a reduction or increase in their allocation would be applicable for 2021/2022.
- 5.6 Overall for the 2021/22 academic year GMCA are proposing to continue to fund 36 providers in total. GMCA will distribute additional funding relating to continuing learners on the basis of the RO12/RO14 2020/21 data points so this funding covers actual delivery to learners this is cover in the allocation from DfE for 21/22.
- 5.7 Approve the proposed indicative allocations and subsequent expenditure for the GM grant-funded further education institutions and contract for services skills providers and to grant delegated authority to the GMCA Treasurer to agree any minor changes that arise during discussions between each institution and GMCA. The list of proposed indicative allocations can be found in Annex 5. This includes the current 2020/21 allocation by provider and the indicative allocation for 2021/2022.
- 5.8 **GMCA are asked to** approve the proposed indicative allocations and subsequent expenditure for the GM grant-funded local authorities and to grant delegated authority to the GMCA Treasurer to approve any minor changes that arise in the course of discussions between each local authority and GMCA. The list of proposed indicative allocations can be found in Annex 6. This includes the current 2020/21 allocation by provider and the indicative allocation for 2021/2022.

Annex 1 – Split by sector skills area and level

GM AEB Enrolments by Subject, Level, 2019/20 (R14 ILR Data), % of Total Enrolments

Subject (Tier 1)	Level					
	1	2	3	Entry	Other	TOTAL
Agriculture, Horticulture and Animal Care	0.1%	0.1%	0.0%	0.0%	0.0%	0.2%
Arts, Media and Publishing	0.3%	0.2%	0.1%	0.1%	1.1%	1.9%
Business, Administration and Law	2.1%	2.9%	0.2%	0.2%	0.1%	5.5%
Construction, Planning and the Built Environment	1.0%	0.6%	0.1%	0.0%	0.0%	1.7%
Education and Training	0.2%	1.3%	0.0%	0.0%	0.2%	1.7%
Engineering and Manufacturing Technologies	0.3%	0.7%	0.1%	0.0%	0.0%	1.1%
Health, Public Services and Care	2.2%	4.8%	0.2%	0.1%	0.6%	8.0%
Information and Communication Technology	2.0%	0.7%	0.1%	0.5%	1.5%	4.9%
Languages, Literature and Culture	0.0%	1.9%	0.0%	0.1%	0.5%	2.5%
Leisure, Travel and Tourism	0.1%	0.3%	0.0%	0.0%	0.1%	0.5%
Not Applicable	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%
Preparation for Life and Work	13.7%	4.8%	0.0%	33.4%	11.0%	62.8%
Retail and Commercial Enterprise	2.7%	3.3%	0.1%	0.2%	0.3%	6.6%
Science and Mathematics	0.0%	2.3%	0.1%	0.0%	0.0%	2.4%
Social Sciences	0.0%	0.0%	0.1%	0.0%	0.0%	0.1%
TOTAL	24.7%	23.9%	1.1%	34.7%	15.6%	100.0%

Annex 2 – Examples of place-based working across GM

Creation of a GM ESOL Advice Service as a **result of a major collaboration project** between seven local authorities (Bury, Manchester, Oldham, Rochdale, Salford, Tameside & Trafford) coming together to better support ESOL provision in their area. As demand for ESOL provision across the region outstrips supply, the Advice Service will provide a **co-ordinated and consistent approach** to ESOL waiting lists and assessment experiences for residents. With a central waiting list being held for the local authorities rather than with individual providers and colleges, the service has exclusive access to ESOL course places to ensure equality of access for residents in the area.

Wigan Council use the AEB Partnership Meetings (attended by AEB skills providers and other local stakeholders, including Jobcentre Plus and Work & Health Programme providers) to **share ideas and knowledge of local skills challenges to ensure that local provision responds to local priorities**; particularly around engaging with residents in some of the most deprived wards in the area. Providers are encouraged to respond to these local challenges by working collaboratively with local partners and the local authority which has resulted in closer working relationships and increased cross-referrals, ensuring residents get the right support at the right time.

Bolton Council noticed that certain residents at a large employer in the area were unable to sustain their employment due to their lack of specific employability skills and the inability to access existing provision due to constraints with the AEB funding rules. This was raised with GMCA **resulting in changes being made to the funding rules to allow for certain activities to support learning in the workplace** that leads to in-work progression and/or job sustainability. These residents are now able to embark on these courses and retain their jobs.

In Stockport, the council has been working collaboratively with StartPoint to provide residents with access to key services to **support addressing longer-term barriers to learning and employment**. An investment from the LA Grant programme has enabled improved access and support to key services for Asylum Seekers and Refugees in the borough as well as the development of an IT equipment lending facility for learners on longer courses. In addition to this, the AEB Partnership Meetings provides a forum for providers and the council to share local knowledge about skill challenges and identify for future collaborative working, including linking with local employers.

Annex 3 – Detail of funded projects via LA Grant Programme

Authority	Alleviating Barriers	Digital Inclusion	ESOL	Digital Kit
Bolton	Resource a 'Skills and Employment Navigator' that works collaboratively with the ESOL and Digital Skills Navigators. The post would be IAG qualified and an experienced skills and employment support practitioner and GMCA AEB provider group.	Fund a 'Digital Help and Loans' resource within the Bolton Council Library Service, with the deployment of a suitably qualified practitioner to lead the service as a Digital Skills Navigator who will have delivery oversight of Digital support phoneline, One to One Digital Support, 'Digital Kit' loan service	Fund a new post of an ESOL Skills Navigator who will be an experienced and qualified ESOL practitioner who will coordinate various activities including ESOL advice in libraries, establishing an ESOL enquiry service and maintain a course directory.	To purchase 20 laptops and 120 tablets with cases and screen protectors including software with wi-fi data packages.
Bury	Create a mini eco-system linking all stands together to create a team that will add much needed capacity across Bury Council and partners. It will create a 12 month post that will work across the digital inclusion and ESOL strand and also across multiple learning opportunities.	Employ a Digital Inclusion Project Manager who will map all local provision, support Kickstart and coordinate Marketing & Comms.	Part of the overall GM ESOL Advice Service , which provides a central approach for residents wanting to access ESOL provision in the area , including a standardised assessment process and centralised waiting list.	The Kit will provide 70 notebooks, SIMs, software, support and web filtering solutions for residents.
Manchester	Linked to the Manchester Adult Education and Skills Plan, the funds will be used to recruit a post to accelerate the elements of the plan linked to residents accessing skills. The Manchester Adult Education and Skills Plan Coordinator will work collaboratively to break down barriers.	Utilising learning from the Get GM Digital Grant, this proposal looks to recruit an additional Digital Inclusion Officer to widen the scope. Focus will be on the pathways between adult learning providers and grassroots provision and focus on pathways for progression (into EDS). The fund will be used to deliver targeted comms to reach and motivate those who aren't engaged in a digital skill offer, aimed at priority groups.	Continuation of the successful Manchester ESOL advice service. Scope has extended to also provide a central co-ordination function for a cross GM roll out. Features include: Single point of access for residents, Standardised assessment process, Central waiting list, Standardised marketing materials	Manchester is working with local community groups to ensure kit and connectivity opportunities get to the right residents. The £50k will fund 1) 167x Chromebook 2) 167x Mobile Wi-Fi packages 3) Relevant software packages
Oldham	This project will recruit a Skills Co-ordinator to work in the community in Oldham's unemployment hotspots to understand residents	Recruit a Digital Skills Officer to target underrepresented groups in known areas of Oldham with high Digital Exclusion . They will work with local	Part of the overall GM ESOL Advice Service , which provides a central approach for residents wanting to access ESOL	The project will produce a "Classroom in a box" to enable residents to access Kit for their learning. Training

Authority	Alleviating Barriers	Digital Inclusion	ESOL	Digital Kit
	needs and barriers and work with appropriate AEB providers on new opportunities.	communities and undertake research and engagement activities to determine the real time needs of residents to inform a Digital Strategy for Oldham .	provision in the area , including a standardised assessment process and centralised waiting list.	Providers & community centres will have the opportunity to utilise this
Rochdale	An extension of the single point of access, this will fund an Engagement and Advice Officer to offer more intensive support to residents before referrals to AEB courses. A focus on outreach and engagement , to people known to the community hubs and neighbourhood teams that have struggled to access provision	Rochdale plan to recruit a Digital Co-ordinator and support Apprentice who will - Map current provision, engage with hard-to-reach communities, deliver digital taster sessions, support for accessing online services, support the development of Digital Ambassadors, manage the Digi-tech library.	Part of the overall GM ESOL Advice Service , which provides a central approach for residents wanting to access ESOL provision in the area , including a standardised assessment process and centralised waiting list.	The fund will provide Kit and Connectivity to residents. The key point of this proposal is the MESH technology that is proposed, which will provide connectivity for 3000 residents in targeted boroughs.
Salford	This project will recruit 2x posts <ul style="list-style-type: none"> • Commissioning Officer – Recruitment and Skills Broker • Resourcer – Resident Engagement and Recruitment Pool These roles will provide an impartial brokerage function and engagement service for Salford residents	This project will appoint a VCSE partner to support commissioning of Digital Inclusion Activity, develop a Basic Digital Skills Inclusion Strategy and manage applications into the Digital Inclusion & the Kit fund . The fund will also support voluntary Digital Mentors.	Part of the overall GM ESOL Advice Service , which provides a central approach for residents wanting to access ESOL provision in the area , including a standardised assessment process and centralised waiting list.	This fund will purchase: <ul style="list-style-type: none"> - 12x Think Pads - 20x Laptops - 200x Android Tablets - 470x Data packs Kit will be given to residents via applications.
Stockport	JOBSMATCH: Enhance the offer of JobsMatch, by developing a self-serve model that will enable all jobseekers, employers and training providers, to regularly update their information on the portal. ACADEMY: The project will support the development of an adult and social care model	Working with StartPoint to provide residents with access to key services to support addressing longer-term barriers to learning and employment ; enabling improved access and support to key services.	Appointment of an ESOL Development Officer to host Partnership events; develop a Partnership Communication Strategy and identify gaps in provision .	Purchasing 109 laptops; 20 tablets; 4 charging cabinets and 2 mobile charging cases. These will be used on a loan scheme basis to support the digital inclusion strand above.

Authority	Alleviating Barriers	Digital Inclusion	ESOL	Digital Kit
Tameside	<p>Part 1 - Commission a Young People (age 19-30) Transition Worker to work with residents who are NEET to access and sustain adult education</p> <p>Part 2 – Commission a Marketing Campaign to engage hard to reach groups in adult education.</p> <p>Part 3 – Co-develop and co-produce small, targeted community programmes (between £1000 and £5000) to alleviate barriers to adult education for hard-to-reach groups</p>	<p>Part 1 Co-development and co-production of small targeted community programmes (between £1,000 to £5,000) to increase access to digital inclusion delivered by Cultural/VCSE organisations</p> <p>Part 2 – Tameside Council to employ a dedicated 121 Adult Learner Digital Inclusion Key Worker for 12 months</p>	<p>Part of the overall GM ESOL Advice Service, which provides a central approach for residents wanting to access ESOL provision in the area, including a standardised assessment process and centralised waiting list.</p>	<p>The fund will purchase 210x chromebooks which will be distributed in the following ways:</p> <p>Model 1 - Gifting kit to local Adult Education Provision (70 units)</p> <p>Model 2 - Digital kit loan scheme with Tameside ACE (40 units)</p> <p>Model 3 - Loan to trusted partner organisations and relevant TMBC support services (100 units)</p>
Trafford	<p>To appoint a Skills Outreach Information Officer to provide an outreach information and advice service to residents promoting information about adult skills training. Funding will also be used for marketing and promotion.</p>	<p>The project will fund a Digital Volunteer Coordinator who will be based within the Trafford Library Service.</p> <p>They will co-ordinate and train Digital Volunteers to support residents with a priority to those who lend kit.</p>	<p>Part of the overall GM ESOL Advice Service, which provides a central approach for residents wanting to access ESOL provision in the area, including a standardised assessment process and centralised waiting list.</p>	<p>A Kit loan scheme linked to their Digital Inclusion Strand. Kit they intend to purchase:</p> <ul style="list-style-type: none"> - 30x laptops - 30x iPads - 60x data packs
Wigan	<p>To appoint an AEB Engagement Lead position to work across the piece to provide opportunities, advice and guidance to Wigan residents, with a view to refer onto AEB funded courses.</p>	<p>To extend the scope of a recent TechMate app project which provides digital mentoring to residents. The fund will pay for a co-ordinator post who will also source and train volunteers.</p>	<p>Recruit ESOL Co-ordinator position with the remit to develop and implement a co-ordinated approach across Wigan for the management of applications for ESOL provision, one boroughwide assessment process and a “passport” system into waiting lists once completed, and referral to the provider who can best meet individual need.</p>	<p>Development of a tablet loaning scheme with connectivity that will form an essential part of Wigan’s digital agenda, ensuring technology is available to engage with those offline and improve digital literacy.</p>

Annex 4 - Summary list of qualifications, target sectors; proposed eligibility criteria for residents & the approach to commissioning for Level 3 Local Offer

SSA Tier 2	Occupational Pathway	No. of quals	Summary Courses
3.3 / 3.4	Agriculture, environmental and animal care	2	Animal Management & Sustainable Recycling Activities
15.2 / 15.3	Business and Administration	2	Medical Secretaries & Management
1.3	Care Services	9	Health and Social Care; Counselling Skills; Understanding Mental Health; Advice and Guidance & Pharmacy Service Skills
7.4	Catering & Hospitality	5	Catering and Hospitality; Professional Cookery Studies; Patisserie and Confectionery
5.2	Construction	31	Construction – electrical, plumbing, plastering, tiling etc.; Hydrocarbon Refrigeration; Air Conditioning; Heat Pump & Gas etc. Systems; Testing of Electrical Equipment; Built Environment; Energy Efficiency Measures; Cladding Operations; Plant and Machinery Maintenance; Lifting Operations; Interior Systems.
9.2 / 9.3	Creative and Design	9	Creative and Design; Creative Media Production; Art and Design; Digital Media Production; Design Crafts
6.1 / 6.2	Digital	21	Digital; Digital Technologies; Business Processes; Cloud Services; Coding and Logic; Operating Systems; Communication Systems; Networking and Architecture; Online Marketing; Web Design; Cybersecurity; Systems
13.1 / 13.2	Education and Childcare	7	Education and Childcare / Training; Assessing Vocational Achievement; Early Years Workforce; Supporting Teaching and Learning; Advice and Guidance
4.1 / 4.2	Engineering & Manufacturing	12	Engineering and Manufacturing; Advanced Manufacturing; Machining; Rail Engineering; Electrotechnical Technologies; Laboratory Activities
1.1 / 2.1	Health & Science	3	Health and Science; Applied Science; Dental Nursing
4.3 / 8.2	Transport & Logistics	4	Transport & Logistics; Mobile Air Conditioning; Electric/Hybrid Vehicle System Repair and Replacement; Travel and Tourism

GM Resident eligibility for the GM local Level 3 offer

We are proposing that the ‘Level 3 Entitlement list for Greater Manchester’ takes in to account the national eligibility requirements for all adults, 19-23 years olds and 24-year olds and over. GMCA’s proposed criteria for eligibility is as follows and we will fully fund individuals as part of this offer where they:

- a. are aged 19 or above on 31 August within the 2020 to 2021 funding year;
- b. enrol on a level 3 qualification specified on the GM list of Level 3 qualifications within this offer; and

- c. already hold a level 3 qualification or this is their first level 3 qualification

Smaller Level 3 qualifications i.e. those with less than 60 guided learning hours for specific sectors or occupational pathways could be bundled together to provide the necessary skills and knowledge to enable individuals to progress in to employment or prepare for higher education or skills. Consideration too is being given to the need for funding uplifts on certain specialised qualifications identified as supporting the LIS growth and foundation sectors to improve GM resident access from GM approved providers.

Commissioning Process:

- Inviting existing AEB providers to submit proposals for delivering the Level 3 offer
- Use the recently established work and skills flexible purchasing system to procure additional providers where we have limited or no delivery of the qualifications
- Decisions on the additional allocations to existing providers and new contracts to be undertaken by GMCA treasurer etc etc.

Annex 5 - Proposed indicative allocations for the GM grant-funded further education institutions and contract for services skills providers

Provider Name	Allocation type	Base Contract Allocation - 2020/2021	Proposed Base Contract Allocation - 2021/2022	Variance
AQUINAS COLLEGE	Grant	£85,243	£85,243	£0
ASHTON SIXTH FORM COLLEGE	Grant	£156,477	£156,477	£0
BOLTON COLLEGE	Grant	£3,679,131	£3,679,131	£0
BURY COLLEGE	Grant	£2,061,164	£2,061,164	£0
CHEADLE AND MARPLE SIXTH FORM COLLEGE	Grant	£220,489	TBC	TBC
HOPWOOD HALL COLLEGE	Grant	£4,644,156	£4,644,156	£0
LTE GROUP	Grant	£17,209,543	TBC	TBC
SALFORD CITY COLLEGE	Grant	£6,127,216	£6,127,216	£0
TAMESIDE COLLEGE	Grant	£2,656,872	£2,656,872	£0
THE OLDHAM COLLEGE	Grant	£3,084,101	TBC	TBC
THE TRAFFORD COLLEGE GROUP	Grant	£5,585,775	£5,585,775	£0
WIGAN AND LEIGH COLLEGE	Grant	£3,518,930	£3,518,930	£0
ACCESS TO MUSIC LTD T/A ACCESS CREATIVE COLLEGE (LOT 2)	Contract for Services	£391,928	£391,928	£0
BABINGTON BUSINESS COLLEGE LTD (LOT 1)	Contract for Services	£749,779	£749,779	£0
BACK 2 WORK COMPLETE TRAINING LTD (LOT 1)	Contract for Services	£2,159,492	TBC	TBC
BACK 2 WORK COMPLETE TRAINING LTD (LOT 2)	Contract for Services	£526,500	£526,500	£0
GLOUCESTERSHIRE COLLEGE (LOT 2)	Contract for Services	£371,025	£371,025	£0
GROUNDWORK OLDHAM AND ROCHDALE (LOT 2)	Contract for Services	£162,955	£162,955	£0
MANTRA LEARNING LTD (LOT 1)	Contract for Services	£4,162,626	£4,162,626	£0
MAXIMUS PEOPLE SERVICES LTD (LOT 1)	Contract for Services	£1,359,344	TBC	TBC
PATHWAY FIRST LTD (LOT 1)	Contract for Services	£657,949	£657,949	£0
PEOPLEPLUS GROUP LTD (LOT 1)	Contract for Services	£1,475,431	TBC	TBC
SEETEC BUSINESS TECHNOLOGY CENTRE LTD (LOT 1)	Contract for Services	£955,659	£955,659	£0
STANDGUIDE LTD (LOT 1)	Contract for Services	£964,000	£964,000	£0
SYSTEM GROUP LTD (LOT 1)	Contract for Services	£2,051,659	£2,051,659	£0
THE EDUCATION AND SKILLS PARTNERSHIP LTD (LOT 2)	Contract for Services	£394,752	£394,752	£0

Provider Name	Allocation type	Base Contract Allocation - 2020/2021	Proposed Base Contract Allocation - 2021/2022	Variance
THE GROWTH COMPANY LTD (LOT 1)	Contract for Services	£3,009,790	£3,009,790	£0
THE TRAINING BROKERS LTD (LOT 2)	Contract for Services	£535,225	TBC	TBC
TOTAL PEOPLE LTD (LOT 1)	Contract for Services	£771,389	£771,389	£0
WORKERS' EDUCATIONAL ASSOCIATION (LOT 1)	Contract for Services	£1,976,723	£1,976,723	£0

Annex 6 – Proposed indicative allocations for the GM grant-funded local authorities

Provider Name	Allocation type	Base Contract Allocation - 2020/2021	Proposed Base Contract Allocation - 2021/2022	Variance
BOLTON METROPOLITAN BOROUGH COUNCIL	Grant	£2,168,234	£2,168,234	£0
BURY METROPOLITAN BOROUGH COUNCIL	Grant	£1,422,905	£1,422,905	£0
MANCHESTER CITY COUNCIL	Grant	£7,624,356	£7,624,356	£0
OLDHAM METROPOLITAN BOROUGH COUNCIL	Grant	£2,804,233	£2,804,233	£0
STOCKPORT METROPOLITAN BOROUGH COUNCIL	Grant	£1,210,294	£1,210,294	£0
TAMESIDE METROPOLITAN BOROUGH COUNCIL	Grant	£818,418	£818,418	£0
WIGAN METROPOLITAN BOROUGH COUNCIL	Grant	£716,985	£716,985	£0